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MONTHLY REPORT FOR THE MAP LIBRARY DIVISION

March 1955

A. Summary of Statistics for Receipts, Processing and Disbursements of the Map Library Division, March 1955 (on next page)

B. Accomplishments

25X1C 1. Significant receipts from foreign sources processed during March included 1500 series sheets from the Netherlands procured for AMS, and considerable numbers of special-subject maps from the USSR, the Netherlands, and India. From domestic sources were received: a) fourteen maps and plans of the new electric power system which is just now being established in southwestern Lebanon; b) report, maps, charts and plans of RCA contract with the Cuban government to build a ten million dollar telecommunications network with separate facilities for the Army, the Navy and the Air Force; c) thirty-eight sheets of topographic series and index of Kuwait at the scale of 1:100,000, based on material; and d) eighty documents in connection with the FEC-ATIS translation requirement.

25X1A9a 2. Reports sent in from Saigon by provided up-to-date information on the disposition of equipment and personnel of the major French mapping agencies in Indochina, and on mapping programs of Viet Nam and Laos. 25X1A9a Reports on the mapping conference in India were received from and

25X1A 3. Requirements sent to the field included comprehensive "want lists" forwarded thirty procurement requests sent to and 25X1A6a detailed requests for information desired by AMS on two series of Surinam. Correspondence to agencies and missions was written chiefly to 25X1A following up procurement mission, to northwest Europe and to Latin America.

4. The unclassified pool was of great assistance in the sorting of maps, in logging incoming materials and in hand coloring photo copies of maps which were not available for retention or were received in insufficient copies.

5. The 1103 requests for maps this month in the Reference Branch showed a slight increase over the 1049 of last month, while the sheets distributed decreased from 16714 to 14346. Maps of China and the Far East were in greatest demand. A selection of wall maps for the Near East, South Asia,

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MAP LIBRARY DIVISION
SUMMARY OF STATISTICS - MARCH 1955

RECEIPTS (for retention in Map Library)			
Maps	Specialty Map Sheets	Series Map Sheets	Total Map Sheets
a. Made in CIA/D/GC	9,638*	0	9,638
b. On automatic receipt and purchases for stock	3,566	7,803	11,369
c. From other domestic sources	87	76	163
d. From foreign sources	740	3,179	3,919
e. From foreign sources for stock	30	18	48
Total	14,061	11,076	25,137
Atlases and other reference materials			Total Volumes
a. On automatic receipt and purchases for stock			231
b. From other domestic sources			3
c. From foreign sources			375
Total			609
PROCESSING			
Map Cataloging	Titles		Sheets/Volumes
a. Special maps made in CIA/D/GC	2		2
b. Special maps - All other	703		1,182
c. Series indexed and cataloged	11		668
Total	716		1,852
Cataloging, etc. of reference materials			
a. Atlases	64		122
b. Place-name volumes	10		19
c. Publisher's catalogs	1		2
d. Other reference volumes	64		83
Total	139		226
DISBURSEMENTS			
Maps	Requests	Titles	Sheets/Volumes
a. To domestic establishments			
1. To CIA	676	2,281	8,253
2. To Department of State	151	402	1,657
3. To Department of Defense	178	747	2,804
a) Department of the Army	77	235	1,021
b) Department of the Navy	33	197	579
c) Department of the Air Force	41	135	279
d) Other components of Defense	27	180	925
4. Other Government agencies	86	395	1,435
b. To establishments overseas			
1. To Foreign Service	11	44	167
2. To foreign agencies	1	30	48
Total	1,103	3,899	14,364
Atlases and other reference materials			
a. To domestic establishments	137	538	618
b. To foreign establishments	1	80	180
Total	138	618	798
Information			
a. Place-name questions	168		
b. Other reference inquiries	182		
Total	350		

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and Africa were sent to Assistant Secretary of State Allen in the Department of State. A total of 878 Army Map Service and Geological Survey map sheets were furnished to DD/P for transmittal to their [REDACTED] office. 25X1A6a

6. The inventory and weeding out of the atlas collection has been completed through the Netherlands and this month 129 atlases were sent to the Library of Congress, bringing the total transferred to 243.

7. The Place Name requests have dropped from 203 to 168 this month. Referring other government requesters to the Division of Geography, Department of Interior, has been responsible for most of the reduction. In spite of the fact that map and gazetteer materials were furnished to Graphics Register, there were more requests from them this month than last. A great many general world atlases have been loaned to requesters. Map sheets on particular areas have been supplied to a number of people in Graphics Register and one of their personnel visited the Library to see our name change information for the Satellite countries. It was suggested to the State Department that the purchase of a "Columbia Lippincott Gazetteer" would greatly help them to answer many of their place name questions, but the reply was that they had insufficient funds for such a purchase.

8. 182 requests for miscellaneous geographic information were answered by Reference personnel and 92 new CIA maps were added to the Sample Files.

9. A manual to instruct typists in the preparation of stencils for the Acquisitions List has been prepared to help to answer the questions of the girls in the Pool who type the list. The security classification for the "Acquisitions List for Maps of Foreign Areas" has been changed from CONFIDENTIAL to FOR OFFICIAL USE ONLY. This change will appear on List No. 61, which will be issued soon.

10. A review was made of lamination procedures with the National Archives. It was agreed that 90 map sheets per week will be sent for the balance of the fiscal year, bringing the total expenditure for the year [REDACTED]. 25X1A

11. The review of the OSS stock maps (Maps Nos. 1 through 8,999) has been completed and the Collection Section has disposed of approximately 900,000 map sheets. A limited quantity of approximately 320 maps in this series was retained for use. Valuable file and storage space was regained for future use. An estimate of the holdings in the D/G Stock Collection is a little over 1,000,000 map sheets.

12. During March, the Geographic Area returned to the Map Library approximately 1027 map sheets. This, however, represents only about 25

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percent of the materials borrowed before October 1954. Approximately 75 percent remains still to be returned.

13. Map sheets borrowed from the Army Map Service increased from 62 sheets in February to 185 sheets in March.

14. The Cataloging Section is trying to catalog a number of older library items which were loaned uncataloged and which are now being returned.

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C. Coordination

25X1A9a 1. FOA contacts, resulting from information provided by Domestic Procurement Branch, proved quite helpful to [REDACTED]

25X6 2. Dependence on AMS for translation of [REDACTED] has not proved satisfactory for the needs of the Map Library.

25X1C 3. Proposed itineraries [REDACTED] were discussed at the Inter-Agency Map Procurement Coordinating Committee meeting held on 31 March. Mr. Vogel, AMS, reported that Mr. Holcroft of IACS was conducting a coordinated map procurement mission to Nicaragua.

4. As a result of a meeting with Air Force officials, it was determined that AFOIN-1A2 would handle all aerial photography requirements placed by the Air Force.

5. Discussions were held with Mr. Flachte of the geodetic division of AMS regarding coordination of AMS requirements for gravity data with the Hydrographic Office, for collection and plotting of gravity data.

6. FOA map materials on Pakistan, Afghanistan and Nepal will be made available to the Map Library on loan.

7. In order to handle loans of Air Force Target and Tactical Target materials from ACIC, a direct contact was set up by OCD liaison, permitting the Map Library to borrow these special materials directly from ACIC. Prior to this, a loan had to be made through liaison and Air Force Headquarters and it was difficult to fill crash requests.

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8. Three persons from the [REDACTED] were cleared to visit the Map Library and were briefed on the types of services we could furnish them. Their chief interest was in procuring political administrative maps and population density maps made by the Agency.

9. Agreement on the disposition of records in the Branch was reached with the Division Chief and the CIA Records Center personnel.

10. It has been decided that maps loaned outside the Agency which bear a U.S. OFFICIALS ONLY classification should be reviewed and changed before going out, but the decision will not be retroactive as far as CIA-made maps are concerned. SPECIAL HANDLING maps do not have to be changed before loaning.

D. Problems

1. New security instructions instituted during February by DCMO 11/2 have created problems in the determining of classification needed to properly protect incoming materials without restricting them from the use of the units of civilian agencies that are contributing to the NIS program.

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3. Several instances have occurred recently in which material received in the Agency in response to Geographic Area requirements has been disseminated by OCD without reference to the requester. A particular example is the case of the FEC-ATIS translations which were requested by D/UG.

4. Loans of maps from the Library of Congress to the CIA Map Library have been channelled through the CIA Library during the past year. With an increase in the number of requests, it has been found that this procedure causes additional paper work and a delay in receiving the material. It is hoped that a procedure may be worked out by which the Map Library may deal directly with the Library of Congress.

5. Future requests for contract work from other parts of the Agency for AMS unpublished maps should be coordinated more effectively with D/CI. A group of 12 such plastic AMS maps were received in the Map Library with no control number or other instructions and were returned to AMS twice before the original CIA requester called the Map Library.

6. The quantity of maps returned at the last minute to the Map Library has necessitated granting additional help, plus overtime, to the Circulation Desk. This desk is considerably behind on the normal recall of maps on loan.

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E. Fiscal Statement

	<u>Total FY 1955</u>	<u>Spent in March</u>	<u>Spent to Date</u>	<u>Balance end March 1955</u>
<u>06 Printing and Reproduction</u>	600.00	--	255.45	344.55
<u>07 Other Contractual Services</u>				
National Archives	6,000.00	235.00	2,198.75	3,801.25
AGS	150.00	4.00	21.50	128.50
Other Organizations	?			
<u>08 Supplies and Materials</u>				
AMS	8,000.00	560.23	4,653.52	3,346.48
Paper Maps				
Plastic Maps				
NGS	4,000.00	80.00	2,430.00	1,570.00
Other Organizations	1,140.00	--	637.15	502.85
AGS				
<u>09 Equipment</u>	417.60	--	417.60	0

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